



Sock 'n' Buskin Open Board Meeting

Meeting Minutes | February 7, 2018

Welcome and Call to Order

Attendance

Present	Absent
Alex Wilson Mary Sword Olivia Botelho Christian Giansante Matthew Venner Meg Sutton Laura Sumpter Andrew Kellie Molly McGuire Kosta Diochnos Jasmine Stamos Lindsay Tannahill Tamara LaPlante	Casey Beynon Laura Walker

An additional 13 community members attended the meeting.

Prior Meeting Minutes

January Meeting Minutes reviewed and signed by Olivia and Laura Sumpter.

Chair - Christian Giansante

Next Board Meeting & Important Dates

February 14 - Board reapplications close

March 7 - Artistic Director Elections

March 11 - Board application interviews (all day)

March 14 - New board chosen

March 25 - Turnover meeting including outgoing and incoming members. Counts as April meeting.

Motion to Open

Motion to Open: Molly

Seconded by: Meg

Round Table - Board Updates

Outreach

- Blog posts have been written and uploaded.

- A new merchandise order is going out soon. A design has been chosen for sweaters (logo on the front). Socks have been ordered.
- Another costume room cleaning will be scheduled soon.

Marketing

- A snapchat takeover for Rhinoceros will be handled by Grace Conroy.
- There will be a livestream for Rhinoceros.
- Pictures will be posted of board members soon.
- Blog posts will be posted about on Facebook.
- Posting about monologue night will commence after Rhinoceros is finished.
- Postering for Rhinoceros took place at the University of Ottawa, Carleton University, and in other places around the city.
- The Rhinoceros Party was invited by email.
- The Elephant Man posters are being followed up on.
- Posters may be given to the church community for Elephant Man, as it is taking place at a church.
- Postering around Ottawa with everyone was good, and should be planned out in advance.

Communications

- January newsletter had a lot of views.
- The Rhinoceros spreadsheets will be updated.
- The March newsletter will include information on Elephant Man and the Willies, with a possible Willies Preview story. Show proposals may be mentioned.

Volunteer Coordinator

- Stagehands for Twelfth Night were very good.
- The ushers and cashbox handling were also good.
- There are plans for finalizing ushers for Rhinoceros.
- Tabling in tunnels for Rhinoceros went well.
- Elephant Man has not yet finalized stagehands.

Finance

- Twelfth Night had a profit of \$3054.65, which is very close to Brothers Grimm.
- As Rhinoceros is off campus, the cashbox will have to be kept safe.
- The float may be reset between the Saturday matinee and evening shows.
- More cheques will be ordered soon.

Events/Internal

- Skating could not happen because of the weather, and Molly will look into an alternative Canal skate day, or possibly another community building event.
- The Willies will be March 31 at James Street Pub.
- Olivia will represent the board at the monologue workshop.

- Planning for monologue night is almost finished, and board members will be given jobs soon.
- Another workshop is being planned and organized for March.

Artistic Directors

- Board Turnover:
 - Once board reapplications are in on Wednesday, the ADs will determine if a person's status as a board member should be reconsidered and discuss their position. The board will be consulted if no consensus is reached.
 - Candidates for incoming AD will be announced. Lindsay, Christian, and Matt will meet with them individually to help them reflect on their history with the company, their strengths, and their weaknesses. They will help them determine a platform. It is a performance review as well as a time to look forward and provide mentoring.
 - Christian will retain his position as AD as he was voted in on the old system of AD elections. There will only be 2 ADs next year.
 - AD terms now start in February.
 - Applications for new board members will be due on the 28th of February. They will be put in the Google Drive to be reviewed. Candidates should feel free to reach out to the board to ask questions.
 - All candidates will apply simply to the board, not to a specific position, as the positions available and to be filled will change each year.
- A venue for Rhinoceros was found - the Studio Leonard Beaulne at the University of Ottawa. It is relatively inexpensive, and we were able to get out of the contract with Fenn Lounge, and so did not have to pay for it fully.
- At the last meeting, a possibly 3 year cap on board membership was discussed, with no consensus. It is not currently implemented, but should be considered.
 - This could take the form of a consideration when reapplying to the board, instead of being a hard and fast rule.
 - This cannot come into effect for this round of board turnover.
 - By Sunday, a document will be added to the drive so that board members may discuss it and write out pros and cons.
- A quota was discussed on the amount of people per year on the board. It should be considered, but will not be a hard and fast rule. Tabled.
- The times for Rhinoceros have changed. The amount to pay is not changing.

Round Table - Production Updates

Twelfth Night

- The show went very well, and the volunteers were great.
- A pair of yellow tights went missing, and they may have been located.

Rhinoceros

- A map will be added to the website on how to get there.
- Ushers will likely stand outside.
- The venue was changed to SLB. The venue seems great.
- Many of the issues with line memorization have been resolved, thanks to a lot of practice and commitment from the cast.

They're Made Out of Meat

- Going really well.

Elephant Man

- A cast has been selected and the rehearsals are going very smoothly.

Open Forum

1. Business Cards for Tabling
 - a. Laura Walker has a Vistaprint discount, so we could order business cards for handing out at the expo and at events. They would include our website, links to social media, etc.
 - b. Majority vote - YES.
2. SM and ASM hiring discussion
 - a. The ADs have hired the SMs and ASMs this year.
 - b. It would be a good idea to let the board comment on applicants as well if they have specific and relevant experience working with them.
3. Rhino Tabling Pamphlets
 - a. The proposed article for inclusion with the programs would be about misconceptions about antifa.
 - b. SnB is typically apolitical, due to the fact that we are a levy club.
 - c. The document seemed very preachy.
 - d. Art is political, but we shouldn't stray from letting the play speak for itself. If it sends its message properly, there is no need for extra explanation.
 - e. The document is very pro antifa, which makes it seem like it supports a specific group. It seems very biased.
 - f. There could be a larger discussion about that during a talkback.
 - g. People don't take pamphlets, so they might be an unnecessary expense.
 - h. The director's note already ties these things to Wade, but we would have to consider that everyone else in the production would also be associated with these ideas and ideals in ways that they do not want if a general pamphlet is handed out.
 - i. Does SnB want to be seen as a club that endorses people?
 - j. Could be opening ourselves to counter-protests, or could put members of the production in physical/emotional unease or danger.
 - k. The pamphlet could overshadow the show or future shows.

- I. Vote: Pamphlets? NO PAMPHLETS.
4. Rubric for Board Interviews
 - a. Assess people based on rubric/use to assess potential applicants to the board.
 - b. When the ADs built one, it wasn't great. Laying things out and giving them value is good, but it was also very limiting.
 - c. Instead of using a point scale, have strongly agree to strongly disagree scale.
 - d. Pros: more transparency, better understanding of applications
 - e. Cons: feels like reducing people to a number, some people may have joined the community earlier than others and that could influence the rubric, the rubric may have a bias towards certain personalities.
 - f. Weighting is very important on the rubric.
 - g. The value to the rubric is completely internal, and could provide a way for board members to check themselves.
 - h. It may not be fair that applicants wouldn't know about what was on the rubric.
 - i. It could provide a more concrete explanation of why someone was not hired onto the board.
 - j. Writing things down for yourself does not keep you accountable. Writing things down so that they can be reviewed and accessed again does.
 - k. There would have to be room for comments as well.
 - l. The rubrics could be used to initiate a discussion.
 - m. The board could email people when they have an interview to remind them to review the list of things that the board is looking for, and mentors would have to discuss the list with applicants as well.
 - n. No one would see the scores immediately, but they should still be available if necessary.
 - o. If it were anonymous, the accountability factor would not be there.
 - p. None of the data would be compiled.
 - q. The rubrics should be accessible to those who apply to the board.
 - r. For transparency, this needs to be professional and not personal. Should be writing comments that are objective and concrete. We should not be afraid to give them back.
 - s. Have people disclose relationships/biases to keep interviews and discussions objective.
 - t. VOTE: the rubric will exist
 - u. VOTE: the rubric will be available on the website.
5. Foot patrol offers an event team program where they'll come to event and help people get home safely. They must be contacted 1 week in advance. This will be an outreach job.
6. Community satisfaction survey at the end of the year could get feedback from across the community. This would be handled by Kosta.
7. Buttons, pencils, and the like could be different merch ideas for expo/tables as well.
8. For T-shirt design, we could ask people in the community to provide possible designs as a contest and the board could vote on them.

- a. Similarly, we could ask community members to design a monologue night poster.
 - b. There are possibilities that the board could not reach a decision.
 - c. Tabled for now.
9. We need to take a more involved role in the new building downtown.
- a. Lindsay tried to contact the church building and got nowhere.
 - b. Jan Cleveland, who runs the drama concentration, said she'd be using it.
 - c. We should try to contact the people involved with the purchasing to get info on how we might be able to use the space.
10. Public board meeting once per term
- a. VOTE: YES.
11. Cock 'n' lion - a cast was treated poorly, so maybe we shouldn't go there anymore
- a. A group of people who were perceived to be underage (but were not) had the police called on them. After the police said that they could stay, the bar staff was very rude and kicked them out anyway.
 - b. Andy called the bar, the manager was horrified and action was taken
 - c. Banning people from going to the bar is not going to be effective or productive
 - d. It is still important to be inclusive, and remember that not everyone drinks - we should not always go to bars, but we should not stop people from going.
 - e. Don't encourage underage drinking
 - f. Not a one-off, that was why the manager was so upset, mentioned we've been going for years and she wanted to keep us around
 - g. If one person is sent away, everyone goes.
 - h. If it happens again, figure things out from there.

Motion to Adjourn

Motion to adjourn: Tamara

Seconded: Andy